



CITY OF SAN BRUNO

Community Services Department

MEETING MINUTES

Senior Citizens Advisory Board February 19, 2019

1. **Call to Order/Roll Call:** Vice Chair Chu called the meeting of the Senior Citizens Advisory Board to order at 9:00 a.m. Board Members Present: Vice Chair Chu, Carmichael, Epperson, Goff, Green, and Luzaich. Board Member Excused: Tracey and Treasurer Hornung. Staff Present: Brewer and Magrini.
Introduction and swearing in of newly elected Senior Citizens Advisory Board Member – Bunny Epperson
2. **PLEDGE OF ALLEGIANCE:** Herb Chu led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** Vice Chair Chu requested 7e be moved to the end of unfinished business.
4. **ACCEPTANCE OF MINUTES:** **MSC Green/Goff** to accept the minutes of the January 15, 2019 and Special Meeting January 15, 2019 meeting with corrections. Approved unanimously.
5. **CONSENT CALENDAR:** None.
6. **PUBLIC COMMENT:**
Mike Dunham, from Housing of Burlingame Peninsula Health Care Districts, spoke about senior housing. He invited everyone to a meeting on February 28th at 6:30pm at the Millbrae City Hall to discuss why affordable housing for seniors is desperately needed.
7. **UNFINISHED BUSINESS:**
 - a. Treasurer's Report – January 2019 (Hornung)
 - b. Receive and File Monthly Information and Referral, Class Attendance, Nutrition Site Reports and Senior Center Historical Front Desk Sign In Data – (Rangel-Oliva)
 - c. Receive and File Events Committee Minutes – (Rangel-Oliva)
 - d. Receive and File Final Budget for Volunteer Party Expenses – (Rangel-Oliva)
 - e. Update and Approve for Purchase of New Range for Congregate Nutrition Program – (Brewer) **Superintendent Brewer** stated that the finance department said no to the cost being split between the Senior Advisory Board Trust Fund and the Bequest Fund. There are three options. Either we don't buy the range, we use the Bequest Fund, or we use the Trust Fund which will need to go before City Council. Kitchen prefers 10 burners rather than 6 burners and a griddle. **Director Magrini** recommended waiting until the meeting between the City Attorney and the Finance Director for what can and can't be done and what approval is needed with the

Bequest Fund. **MSC Carmichael/Luzaich** to purchase from Bequest Fund.
Approved 5-1.

- f. Follow Up Discussion Regarding Joint SCAB and NSC Meeting – (Brewer)
Superintendent Brewer stated we will brainstorm next month.
- g. Update on Pending Senior Center Projects – (Brewer – Oral) **Superintendent Brewer** stated that she is working with Human Resources to update the nutrition/chef position job and is working on getting additional part time help. The door in the craft room that leads to the parking lot has been repaired. She met with Public Works about the parking restriping. It can't just be restriped as is without bringing it up to code. The money from the gas tax can't fund the parking lots so she is looking for money. On February 25th she will be meeting with Public Works and Community Development to discuss the trash enclosure, railing on the ramp, arrows, pathway from the parking lot to the deck, and installation of bollards. There is \$5,900 credit from the project that will be used towards the trash enclosure and \$18,000 in the CIP. The only money to come from the Senior Advisory Board Trust Fund is anything over the \$5,900 and \$18,000.

8. **NEW BUSINESS:**

- a. Nomination and Election of Chairperson – **Vice Chair Chu** nominated Dorothy Carmichael. **MSC Chu/Epperson**. Approved Unanimously.

9. **ITEMS FROM BOARD MEMBERS:**

- a. Senior Bequest Program Roll Out Ideas - **Vice Chair Chu** recommended forming a subcommittee. This will be discussed at meeting in March.

Board Member Goff stated that there are exit signs on the left side of the stage that shouldn't be there. **Superintendent Brewer** stated she would look into this.

Board Member Epperson thought it would be a nice idea to put a thank you into the monthly newsletters for donations.

Vice Chair Chu stated that the volunteer party went really well. He thanked the party committee as well as the Interact Club for serving and Capuchino Orchestra for performing. Also thanked Tim, the gardener, for doing a great job and making everything look nice. He stated the room divider repair has worked out really well. The cabinet locks are almost all working. He thanked the group that cleaned out the fans and did the floor waxing. He stated the shade on the first door needed repair. **Superintendent Brewer** stated that it had already been replaced.

10. **ITEMS FROM STAFF:** None.

11. **ADJOURNMENT:** Meeting was adjourned at 10:03 a.m.